

REGULAR SESSION NOVEMBER 25, 2019

This day the Board of Morrow County Commissioners met in their office at 80 North Walnut St., Ste. A, Mt. Gilead, Ohio with the following members present: Mr. Davis, Mr. Whiston and Mr. Castle.

Public in attendance: Bob Sutherland, Dixie Shinaberry (Recorder), Joe Carroll (Airport), John Harsch (EMA), Any Ware (Development) and Lindsey Grimm (Recycling).

The meeting was opened with prayer and pledge of allegiance to the flag, and then called to order by Mr. Davis, who then proceeded with the business at hand. The following matters came before the Board for their consideration and approval.

**IN THE MATTER OF
APPROVAL OF THE MINUTES
OF REGULAR SESSION OF NOVEMBER 20, 2019: 19-R-909**

Mr. Castle made a motion to approve the minutes of regular session of November 20, 2019, as recorded in the Commissioners Journal # 48.

Mr. Whiston duly seconded this motion

Roll Call Vote: ...,Mr. Castle..., "yea" ..,Mr. Whiston..., "yea" ..,Mr. Davis..., "yea"

**IN THE MATTER OF
APPROVAL OF BILLS FOR PAYMENT: 19-R-910**

Mr. Whiston made a motion to approve payment of bills numbered 1 through 99 submitted by the Morrow County Auditor's office.

Mr. Castle duly seconded this motion

Roll Call Vote: ...,Mr. Castle..., "yea" ..,Mr. Whiston..., "yea" ..,Mr. Davis..., "yea"

**IN THE MATTER OF
PAY-INS: 19-R-911**

The following pay-ins were made to Patricia K. Davies, Morrow County Auditor:

Pay-in #193343 Payment received from Ketterman customers for sewer fund 5121 \$55.84
Pay-in #193344 Payment received from Johnsville customers for sewer fund 5100 \$114.00
Pay-in #193345 Payment received from Chesterville customers for sewer fund 5159 \$60.00
Pay-in #193352 Payment from State of Ohio for Coroner Toxicology Payment 1000-1050-420202 \$676.67
Pay-in #193360 Payment received from Chesterville customers for sewer fund 5159 \$120.00
Pay-in #193367 Payment received from AVI for Sept 2019 vending machine sales 1000-1090-480808 \$88.06
Pay-in #193368 Payment received from Ketterman customers for sewer fund 5121 \$55.84
Pay-in #193369 Payment received from Johnsville customers for sewer fund 5100 \$57.00
Pay-in #193370 Payment received from Chesterville customers for sewer fund 5159 \$180.00
Pay-in #193371 Payment received from SoMoCo customers for sewer fund 5110 \$1,058.75

**IN THE MATTER OF
TRANSFER OF FUNDS – JOB AND FAMILY SERVICES FUND 2141 CHILDREN SERVICE:
19-T-203**

At the request of Sundie Brown, Director, a motion was made by Mr. Whiston to approve the following transfer of funds:

****Reason –** move appropriation to pay the 3rd quarter Social Service shared costs back to the Public Assistance fund (these costs fluctuate based on shared operating costs paid from the PA fund) This will complete the final payment to be made in 2019.

From 2141-1181-530335 Children Service Program Services to 2141-1181-530334 Children Service Shared/Indirect Costs in the amount of \$4,162.07

Mr. Davis duly seconded this motion.

Roll Call Vote: ..,Mr. Castle..., “yea” ..,Mr. Whiston..., “yea” .., Mr. Davis.., “yea”

**IN THE MATTER OF
TRANSFER OF FUNDS – JOB AND FAMILY SERVICES FUND 2135 EARLY
INTERVENTION OUTREACH: 19-T-204**

At the request of Sundie Brown, Director, a motion was made by Mr. Castle to approve the following transfer of funds:

****Reason – move appropriation to pay newly approved contract costs. All appropriation was kept in the Program Services account until a contract service was approved by the Morrow County Family & Children First Council.**

From 2135-1138-530335 Early Intervention Outreach Program Services to 2135-1138-530310 Early Intervention Outreach Professional/Technical Services in the amount of \$5,000.00

Mr. Whiston duly seconded this motion.

Roll Call Vote: ..,Mr. Castle..., “yea” ..,Mr. Whiston..., “yea” .., Mr. Davis.., “yea”

**IN THE MATTER OF
TRANSFER OF FUNDS – EMERGENCY MANAGEMENT FUND 2012 DISASTER SERVICE:
19-T-205**

At the request of John Harsch, Director, a motion was made by Mr. Davis to approve the following transfer of funds:

****Reason – purchasing hardware to install radios in the mobile command center**

From 2012-1012-540400 Supplies to 2012-1012-550740 Equipment/Computers in the amount of \$5,000.00

Mr. Castle duly seconded this motion.

Roll Call Vote: ..,Mr. Castle..., “yea” ..,Mr. Whiston..., “yea” .., Mr. Davis.., “yea”

**IN THE MATTER OF
TRANSFER OF FUNDS – JOB AND FAMILY SERVICES FUND 2121 STRONG FAMILIES
SAFE COMMUNITIES: 19-T-206**

At the request of Sundie Brown, Director, a motion was made by Mr. Whiston to approve the following transfer of funds:

****Reason – move appropriation to pay client program services, which are occurring more rapidly than the contractual services also budgeted.**

From 2121-1053-530310 Strong Families Safe Communities Professional/Technical Services to 2121-1053-530335 Strong Families Safe Communities Program Service in the amount of \$2,800.00

Mr. Davis duly seconded this motion.

Roll Call Vote: ..,Mr. Castle..., “yea” ..,Mr. Whiston..., “yea” .., Mr. Davis.., “yea”

**IN THE MATTER OF
TRANSFER OF FUNDS – RECYCLING FUND 2006: 19-T-207**

At the request of Lindsey Grimm, Recycling & Litter Prevention, a motion was made by Mr. Whiston to approve the following transfer of funds:

1)**Reason – to pay for the Recycling Department’s portion of the copier release and printed copies for the entire year (2019)

From 2006-2006-530322 Garbage and Trash to 2006-2006-540410 Office Supplies in the amount of \$212.00

From 2006-2006-530370 Remit to Political Entity to 2006-2006-540410 Office Supplies in the amount of \$200.00

From 2006-2006-510211 OPERS EMPLOYERS SHARE to 2006-2006-540410 Office Supplies in the amount of \$88.95

2)**Reason – to cover the pay increase for Lindsey Grimm, Recycling/Keep Morrow County Beautiful Director that was implemented after the performance review completed on 10-18-19, per report rate increase effective 9-29-19.

From 2006-2006-510213 Medicare Employer Share to 2006-2006-510120 Employee Wages in the amount of \$32.03

3)**Reason – to cover advertisement costs on the Morrow County Emergency Guide Magnets + 100 magnets

From 2006-2006-540400 Supplies & Materials to 2006-2006-530340 Communication & Print in the amount of \$179.44

4)**Reason – to cover the reimbursement of the rental costs for a 60’ Boom IC Artic JLG lift that was utilized for the Beautification Project at the Morrow County Fairgrounds on 8/15/19

From 2006-2008-530370 Remit to political entity to 2006-2008-530321 Leases & Rents in the amount of \$606.32

From 2006-2006-530365 Contracted Services to 2006-2006-530321 Leases & Rents in the amount of \$16.18

5)**Reason – to cover the purchase of a ClearStream Transporter and 25 ClearStream Frames and Lids to be utilized at events and much needed for the fair and other larger events such as street fairs

From 2006-2006-510220 Health Insurance Employer Share to 2006-2006-550740 Equipment/Computers in the amount of \$1,157.51

From 2006-2006-510213 Medicare to 2006-2006-550740 Equipment/Computers in the amount of \$13.06

From 2006-2006-510230 Workers Compensation to 2006-2006-550740 Equipment/Computers in the amount of \$29.25

From 2006-2006-530300 Purchased Services to 2006-2006-550740 Equipment/Computers in the amount of \$44.00

From 2006-2006-530365 Contracted Services to 2006-2006-550740 Equipment/Computers in the amount of \$70.21

From 2006-2006-540400 Supplies & Materials to 2006-2006-550740 Equipment/Computers in the amount of \$991.66

From 2006-2006-510211 OPERS to 2006-2006-550740 Equipment/Computers in the amount of \$74.31

6)**Reason – to cover the reimbursement of paint and paint supplies that was utilized for the Beautification Project at the Morrow County Fairgrounds week of August 12, 2019.

From 2006-2006-530344 Printing to 2006-2006-540490 Other – Supplies & Materials in the amount of \$129.20

From 2006-2006-530365 Contracted Services to 2006-2006-540490 Other – Supplies & Materials in the amount of \$17.54

From 2006-2006-520350 Professional Organizational Dues and Fees to 2006-2006-540490 Other- Supplies & Materials in the amount of \$10.75

From 2006-2008-530322 Garbage & Trash to 2006-2008-540490 Other- Supplies & Materials in the amount of \$20.80

7)**Reason – to cover the purchase of Preserve food storage reusable food storage containers for Earth Day program

From 2006-2006-520340 Conference Dues and Fees to 2006-2006-540490 Other – Supplies & Materials in the amount of \$10.00

From 2006-2006-520350 Professional Organizational Dues and Fees to 2006-2006-540490 Other – Supplies & Materials in the amount of \$4.25

Mr. Castle duly seconded this motion.

Roll Call Vote: ..,Mr. Castle..., “yea” ..,Mr. Whiston..., “yea” .., Mr. Davis..., “yea”

**IN THE MATTER OF
TRANSFER OF FUNDS – GENERAL FUND, SHERIFF: 19-T-208**

At the request of Melissa Caldwell, Accounts Payable/Receivable, a motion was made by Mr. Whiston to approve the following transfer of funds:

**Reason – we need funds transferred from fuel into vehicle maintenance so we can pay the bills for year end

From 1000-9019-540420 Fuel to 1000-9019-530325 Vehicle repairs/maintenance in the amount of \$4,000.00

Mr. Davis duly seconded this motion.

Roll Call Vote: ..,Mr. Castle..., “yea” ..,Mr. Whiston..., “yea” .., Mr. Davis..., “yea”

**IN THE MATTER OF
APPROPRIATION OF UNAPPROPRIATED CERTIFIED MONIES – RECYCLING FUND
2006: 19-A-142**

At the request of Lindsey Grimm, Recycling and Litter Prevention, a motion was made by Mr. Whiston to appropriate from the unappropriated certified monies to the following account:

**Reason – to cover the purchase of Preserve Food storage reusable food storage containers for Earth Day program

2006-2006-540490	Other-Supplies & Materials	\$295.73
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Mr. Castle duly seconded this motion.

Roll Call Vote: ..,Mr. Castle..., “yea” ..,Mr. Whiston..., “yea” .., Mr. Davis..., “yea”

**IN THE MATTER OF
JOB & FAMILY SERVICES SFY2020 SERVICE AGREEMENTS STRONG FAMILIES SAFE
COMMUNITIES AWARD JULY 1, 2019-JUNE 30, 2020: 19-R-912**

WHEREAS, Morrow County Job and Family Services has been designated as the Administrative and Fiscal Agent for Morrow County Family and Children First Council; and

WHEREAS, Morrow County Job and Family Services, acting as the Fiscal Agent for Morrow County Family and Children First Council, receives funds from Ohio Department of Mental Health and Addiction Services to administer services for youth; and

WHEREAS, Morrow County Family and Children First Council has been awarded the SFY2020 Strong Families Safe Communities grant on behalf of Morrow, Crawford and Marion County Family and Children First Councils; and

WHEREAS, Morrow County Job and Family Services made the following Service Agreement recommendations to the Board:

Service Provider	Amount
Crawford County Family Children First Council	\$38,000
Marion County Family Children First Council	\$46,700
Morrow County Family Children First Council	\$65,300
Total	\$150,000

NOW, THEREFORE, BE IT RESOLVED, Mr. Whiston made a motion to authorize the above referenced Service Agreements with the above listed service providers effective July 1, 2019 and ending June 30, 2020.

Mr. Davis duly seconded this motion.

Roll Call Vote: ..,Mr. Castle..., “yea” ..,Mr. Whiston..., “yea” .., Mr. Davis..., “yea”

**IN THE MATTER OF
APPROVAL OF THE MEMORANDUM OF UNDERSTANDING BETWEEN MORROW
COUNTY COMMISSIONERS DBA CMM MOBILITY (HEREIN REFERRED TO AS CMM
MOBILITY) AND CRAWFORD COUNTY BOARD OF DEVELOPMENTAL DISABILITIES
(HEREIN REFERRED TO AS CRAWFORD COUNTY DD): 19-R-913**

WHEREAS, this Memorandum of Understanding (hereinafter referred to as “MOU”) is made and entered into by and between CMM Mobility, whose address is 4565 County Road 9, Cardington, Ohio 43315 and Crawford County DD, whose address is 1630 E. Southern Ave., Bucyrus, Ohio 44820;

WHEREAS, the purpose of this MOU is to establish the terms and conditions under which the CMM Mobility functions. The geographical area of coverage will include the counties of Crawford, Marion and Morrow;

WHEREAS, this MOU is effective as of January 1, 2020 and ends December 31, 2020. This MOU may be terminated, without cause, by either party with a ninety (90) day written notice, which notice shall be delivered by hand or by certified mail to the address listed above;

NOW, THEREFORE, BE IT RESOLVED, Mr. Whiston made a motion to approve the MOU between CMM Mobility and Crawford County DD.

Mr. Castle duly seconded this motion.

Roll Call Vote: ..,Mr. Castle..., “yea” ..,Mr. Whiston..., “yea” .., Mr. Davis..., “yea”

**IN THE MATTER OF
APPROVAL OF THE MEMORANDUM OF UNDERSTANDING BETWEEN MORROW
COUNTY COMMISSIONERS DBA CMM MOBILITY (HEREIN REFERRED TO AS CMM
MOBILITY) AND MARION PUBLIC HEALTH): 19-R-914**

WHEREAS, this Memorandum of Understanding (hereinafter referred to as “MOU”) is made and entered into by and between CMM Mobility, whose address is 4565 County Road 9, Cardington, Ohio 43315 and Marion Public Health, whose address is 181 S. Main St., Marion, OH 43302;

WHEREAS, the purpose of this MOU is to establish the terms and conditions under which the CMM Mobility functions. The geographical area of coverage will include the counties of Crawford, Marion and Morrow;

WHEREAS, this MOU is effective as of January 1, 2020 and ends December 31, 2020. This MOU may be terminated, without cause, by either party with a ninety (90) day written notice, which notice shall be delivered by hand or by certified mail to the address listed above;

NOW, THEREFORE, BE IT RESOLVED, Mr. Whiston made a motion to approve the MOU between CMM Mobility and Marion Public Health.

Mr. Davis duly seconded this motion.

Roll Call Vote: ..,Mr. Castle..., “yea” ..,Mr. Whiston..., “yea” .., Mr. Davis..., “yea”

**IN THE MATTER OF
APPROVAL FOR THE MORROW COUNTY DEVELOPMENT OFFICE TO ADVERTISE
FOR REQUEST FOR QUALIFICATIONS FOR THE MORROW COUNTY AIRPORT
AUTHORITY: 19-R-915**

WHEREAS, the Morrow County Development Office, working in collaboration with the Morrow County Airport Authority, is seeking engineering services as required every five years by the Federal Aviation Administration requirements; and

WHEREAS, the below Request for Qualifications is sought by Noon on February 3, 2020;

The Morrow County Airport Authority, in anticipation of receiving federal assistance under the 2020 Airport Improvement Program (AIP), is inviting professional aviation consulting firms to submit a statement of qualifications for providing general planning, engineering design and related construction engineering services. The Engineering Services required are related to needed improvements at the Morrow County Airport Authority. All contracted work must be performed and completed in accordance with applicable Federal Aviation Administration requirements.

Engineering Services requested are to be performed for the Morrow County Airport Authority and it is anticipated to include the following improvements during the next five years:

- 1. Installation of a Fuel Farm
 - a. Aviation Fuel (100LL)
 - b. MoGas
- 2. Prepared Surface Crack Sealing and pavement marking
- 3. Windcone relocation and upgrade
- 4. Obstruction Survey
- 5. Acquire snow removal equipment
- 6. Install Weather Reporting Equipment (AWOS II)
- 7. Acquire Land for development (Parcel 9, 12.45 acres)
- 8. Acquire land for Approaches (Parcel E-1, 11.5 acres)

Submission Requirements and Consultant Selection Criteria

Four (4) copies of a qualifications statement, including a letter of interest shall be submitted in 8 ½" x 11" bound format containing no more than 20 pages not including separation or index pages or cover sheet. The statements shall contain the following information and in the order listed below. Further the selection will be based, in part, on the guidelines set forth in the DOT-FAA Advisory Circular No. 150/5100-14E (dated 9/25/2015) Architectural, Engineering and Planning Consultant Services for Airport Grant Projects and the following criteria:

A.	Transmittal Letter	
	The firm's experience in airport projects comparable to the proposed project.	10%
B.	The professional background, caliber and qualifications of the firm's key personnel, i.e., those who will be in charge of the work.	10%
C.	The firm's demonstrated understanding of the project's potential problems and the sponsor's special concerns.	
		10%
D.	The firm's demonstrated record in meeting FAA guidelines, schedules, and deadlines.	20%
E.	The firm's costs by % of project for Engineering services for the past three years.	20%
F.	The degree of interest, shown by the firm, in undertaking the project.	10%
G.	The firm's current workload.	5%
H.	Quality of projects previously undertaken by the firm.	10%
I.	The firm's method to achieve the Disadvantaged Business Enterprise (DBE) participation goal of 10 percent.	5%

The qualification statements (4 copies) shall be received by Morrow County Airport Authority, C/O Andy Ware, Development Director, 80 North Walnut Street, Suite B, Mount Gilead, Ohio 43338 no later than Noon EST, February 3, 2020.

The Morrow County Airport Authority and their Sponsor, the Morrow County Commissioners, reserves the right to accept or reject any or all Requests for Qualifications (RFQ) responses without further action. Questions concerning the RFQ shall be submitted in writing to:

Morrow County Airport Authority
C/O Andy Ware
80 North Walnut Street, Suite B
Mt. Gilead, Ohio 43338

THEREFORE, Mr. Whiston made a motion to approve the Morrow County Development Office advertising for Requests for Qualifications (RFQ) as presented.

Mr. Castle duly seconded this motion.

Roll Call Vote: ..,Mr. Castle..., “yea” ..,Mr. Whiston..., “yea” .., Mr. Davis.., “yea”

**IN THE MATTER OF
APPROVAL TO RECESS SESSION: 19-R-916**

Mr. Whiston made a motion to recess session at 9:21 a.m.

Mr. Castle duly seconded this motion.

Roll Call Vote: ..,Mr. Castle..., “yea” ..,Mr. Whiston..., “yea” .., Mr. Davis.., “yea”

**IN THE MATTER OF
APPROVAL TO RETURN TO REGULAR SESSION: 19-R-917**

Mr. Davis made a motion to return to regular session at 1:47 p.m.

Mr. Whiston duly seconded this motion.

Roll Call Vote: ..,Mr. Castle..., “yea” ..,Mr. Whiston..., “yea” .., Mr. Davis..., “yea”

**IN THE MATTER OF
TRANSFER OF FUNDS – GENERAL FUND, COMMISSIONERS: 19-T-209**

Mr. Davis made a motion to approve the following transfer of funds:

****Reason – transferred this money to Operating Supplies, Auditor’s office said must pay out of Professional Services**

From 1000-0101-540420 Operating Supplies to 1000-0117-530310 Professional Services in the amount of \$25.00

Mr. Castle duly seconded this motion.

Roll Call Vote: ..,Mr. Castle..., “yea” ..,Mr. Whiston..., “yea” .., Mr. Davis..., “yea”

There being no further matters to bring before the board, a motion to adjourn was made by Mr. Castle and duly seconded by Mr. Whiston.

Roll Call Vote: ...,Mr. Castle..., “yea” ..,Mr. Whiston..., “yea” ..,Mr. Davis..., “yea”

We hereby certify the foregoing to be true and correct.

CHAIRMAN

CLERK

ASSISTANT CLERK

MORROW COUNTY COMMISSIONERS